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# Stage Managers Guide

Summer 2000

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# ***THE BAND OF THE U. S. AIR FORCE RESERVE***

## ***Bagpipes***

### **STAGING REQUIREMENTS**

#### **Arrival**

The band will arrive according to the operations representative's (OPS REP) designated time. The event sponsor or point of contact should be available to meet the band upon arrival to greet and assist the Ops rep with the organization of the performance. The following are standard requirements needed to ensure the highest quality performance by the Bagpipes.

#### **Stage**

**Dimensions:** Performance area should be at least 25 feet wide and 20 feet deep.

**Construction:** The stage, or area being used, must be level with a firm foundation.

**Cleanliness:** The performance stage and dressing room areas should be cleaned before the arrival of the band. If the band is performing on a stage with other entertainers (i.e. festivals, picnics, park concerts, etc), please ensure the area is cleared of all other equipment and events prior to the band's designated set up time.

**Access:** The stage should be accessible without the use of stairs (ramps are preferred). Parking should be provided for two large (15 PAX) passenger vans, or one 45 passenger bus. We will also need a secured storage area to store unused equipment and empty cases. This area should be near the performance area.

**Set-up/Sound-check:** Normally, the band can set-up their equipment in approximately 30 minutes. However, due to the complexity of unforeseen delays, it could possibly take up to one hour for set up and sound check (tuning). **NOTE:** The band **MUST** perform an audible sound-check (play live music) prior to, and as close to (proximity), the performance. Please notify all persons working or having meetings in, or near this area. This will alleviate our sound-check being delayed and extending the set-up time.

**Electrical:** Electrical power is needed to support a small PA system (i.e.: a powered speaker on a stand). Outlet for power should be within 20 feet of performance area.

**Lighting:** No special lighting is required. General stage lighting is sufficient, as the venue requires it.

**Audio:** Use of a small PA system is requested for reading a script. Please coordinate with band's operations personnel at least 30 days before performance if none is available.

#### **Dressing Rooms**

Two secured dressing rooms in close proximity to the stage area are needed for approximately eight males and eight females. Please inform the Ops Rep of any rules concerning smoking, eating, etc.

#### **Contact**

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